



DEPARTMENT OF THE AIR FORCE  
WASHINGTON, DC

5 FEB 1999

Office Of The Under Secretary

MEMORANDUM FOR COMMANDER, AIR FORCE SECURITY ASSISTANCE CENTER

FROM: SAF/IA  
1080 Air Force Pentagon  
Washington, DC 20330-1080

SUBJECT: Delegation of Sole Source Approval Authority (IAX 9903)

Reference SAF/IA letter dated 2 Jun 1993 delegating sole source procurement authority to Commander, Air Force Security Assistance Center (AFSAC) is hereby rescinded and replaced by this letter.

AFSAC/CC is hereby delegated the authority in DoD 5105.38-M, Security Assistance Management Manual (SAMM), paragraph 80102, to approve Foreign Military Sales (FMS) purchaser sole source requests for defense articles and defense services for FMS cases managed by AFSAC. This delegation of authority may not be further delegated and is limited to the approval of FMS purchaser sole source requests that:

- a. Request that a contract or subcontract be awarded to a business that is currently supplying similar defense articles to, or performing similar defense services for, the purchaser and meet the requirements of SAMM 80102.B.1.c or 80102.B.1.e.;
- b. Do not exceed \$1,000,000 in estimated line value of the sole source item over the projected life of the Letter of Offer and Acceptance (LOA); and
- c. Are not, in the opinion of AFSAC/CC, militarily or politically sensitive.

All other FMS purchaser sole source requests shall be forwarded to SAF/IAX for review and approval.

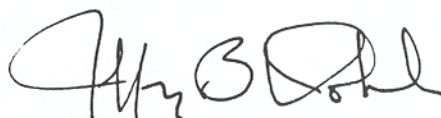
SAMM 80102.B.2 requires that all proposed disapprovals of FMS purchaser sole source requests be coordinated with DSCA Operations. In compliance with this requirement AFSAC/CC recommendations to disapprove an FMS purchaser sole source request will be forwarded to SAF/IAX for appropriate action. AFSAC/CC may return a FMS purchaser's sole source request for clarification of the FMS purchaser's sole source requirement.

Policy Review, Legal Review, and Maintenance of Records. In order to ensure that your staff obtains a consistent level of review, please:

- a. Designate one individual as primary and alternate AFSAC Sole Source Request Coordinator (SSRC) to review all AFSAC FMS purchaser sole source requests;
- b. Direct the SSRC to obtain coordination on all requests from AFSAC's servicing legal office; and
- c. Direct the SSRC to maintain a file copy of all FMS purchase sole source requests. The file should include the purchaser's request, all supporting or related documents, all reviewers' comments, and all documents relating to final action on the requests. This file may not be purged without SAF/IA approval.

AFSAC/CC may accept as valid any FMS purchaser's sole source request that has an electronic signature or which has been transmitted to AFSAC via email, facsimile transmission or form letter. We should encourage our customers to utilize letterhead stationary to transmit their sole source requests (email, FAX or hard copy), however, we should not impose this as a requirement. Case managers are responsible for ensuring that the purchaser's requesting official has authority to request sole source; and if using an electronic signature, that the official has authority from the purchaser's government to use an electronic signature. The information required by SAMM paragraph 80102.B must be contained in the requests. Incomplete data elements and/or insufficient justification should be returned to the customer for resubmission.

We strongly recommend that sole source training be incorporated into the AFSAC in-house training program. SAF/IAX and SAF/GCI will assist with your training program training as required.



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Asst Dep Under Sec of the Air Force  
International Affairs

cc:  
SAF/GCI  
AFMC/IA